

State of Iowa IT Project Request # 1

Bureau of Family Health Data Integration Project

Iowa Department of Public Health

Health Promotion and Chronic Disease Prevention

Bureau of Family Health

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Document Purpose: This document is to be completed when there is an identified need and tentative plan to initiate a project. Funding may not have been identified for the project yet (seeking IOWAccess funding, waiting on legislative decision or grant award). The Project Request is submitted to the TCC IPSC to gain support for the project and identify if there are existing applications or application components that can leveraged for the proposed project. This document is intended to answer high level questions about the project as details about total cost, timeframe and quantified benefits are not known as this document is expected to be completed during project planning. Submit this document to: xxxxx@iowa.gov TCC approval of this document results in the permission to proceed with project planning. Agency may be directed to complete the Project Execution Request before issuing an RFP or beginning internal development work.

Project Summary

Project Name: Bureau of Family Health Data Integration Project_____

Problem Statement: [*What is the need? How will this address that need?*]

Currently, multiple data systems within the BFH facilitate care management, resulting in redundant data entry and reporting and limited data accessibility and reduced long-term system viability. Additionally, some of the BFH data systems are not web-based, resulting in delayed access to data and risks for data loss. Current data systems lack the flexibility needed to create necessary reports for program evaluation. The BFH seeks a software solution in two phases. Phase 1 will replace existing disparate systems in the BFH programs, and provide integrated detailed case management, screening and referral tracking, EHR interoperability, billing options, and reporting and analysis for the following components:

- Child Health
- Maternal Health
- Oral Health
- Family Planning
- Maternal, Infant, Early Childhood Home Visiting (MEICHV)

The data integration project will address Bureau needs by creating a new data system that integrates programs and provides flexible, accessible data for reporting, analysis and evaluation.

Project Description: [*What is the purpose of this project? What are the project goals?*]

This project seeks to develop an integrated data system that will serve Bureau of Family Health programs. The first step of this project is to issue a Request for Information (RFI) to gather information about qualified vendors who can provide the Iowa Department of Public Health (IDPH) Bureau of Family Health (BFH) with services to integrate program data in two phases. The goal of Phase 1 is to produce an electronic data management system to include case management, referral management, risk assessment, billing, and client and population-level reporting. This system will replace existing separate systems to integrate data collection, case management, and reporting and analysis. The goal of Phase 2 is to create an electronic repository to document screening, further testing, and follow-up/referrals for early childhood screening programs.

What are your success criteria? [*What does success look like?*]

This project will be successful when the Bureau and contractors are effectively using the Phase 1 and/or Phase 2 integrated systems. Successful systems will:

- Share data elements across programs
- Comply with relevant technical needs and data security requirements
- Provide varying levels of access

- Link client records across programs
- Allow for interoperability with external systems and data exchange
- Have the ability to create customizable reports and queries
- Allow for future adaptations and customizability as the bureau adapts and grows

Are you aware of any potential solutions? *[Describe Solutions]*

We are not currently aware of any potential solutions, but are issuing an RFI to identify systems and/or vendors that will meet the Bureau's needs.

Benefits Summary

[Describe specific benefits and how these will be measured and reported. Who are the customers of this project and how do they benefit?]

The benefits of integrated data systems for the Bureau include improved workflow, reduction of duplicative data entry, improved data accuracy, greater data use, and ultimately, higher quality and more efficient programs for the citizens of Iowa. There are two types of customers for this project. At an intermediate (process) level are state level staff and Bureau of Family Health contractors and sub-contractors. These staff enter all data into current systems, and are the primary users of these data. They will benefit from improved work flow, reduction of duplicative data entry, improved data accuracy and greater access to data for program tracking and evaluation. Distal (outcome) customers are the clients we serve through Bureau programs. They will benefit from improved data accuracy, higher quality programs, and increased access to preventive services.

Project Impact: What is the impact if this project is not approved?

If this project is not approved, existing data systems will continue to age and become less stable and less accessible. The Child and Child Oral Health data system, CARES, has a limited life expectancy, and will become increasingly vulnerable to security breaches and data loss. The Maternal and Maternal Oral Health data system, WHIS, is currently hard to use, and data are largely inaccessible to several programs and local contractors. If a new data system is not created, the state will be forced to spend more money to attempt to maintain these systems. Remaining with the current systems will limit the state's ability to track and evaluate programs and funding. It will cost local agencies more as they attempt to maintain client information in alternative forms, such as paper charts and EHRs. Eventually, data will not be aggregated at the state level due to lack of appropriate systems.

Project Technology: *[What technologies will be used in the project?]*

There are currently no definitive technologies that will be used in this project. The RFI will help to identify the needed technologies and available technology options for an integrated data system. The Bureau has identified the following technical requirements that are essential:

- The user interface must be web-based
- The system must be browser neutral and support the recent versions of Internet Explorer, Firefox, Chrome and Safari
- It must be HTML 5 compliant not requiring any plug-ins
- It must be operating system neutral (i.e., it can not only work on MS Windows' Firefox)
- Hand-held (mobile) device accessible (Phase 1 only)

Project Type: Maintenance _____ New _____ Multi-phased X_____

Maintenance is a work to be completed on an existing software or hardware asset. Examples: migrating all agency applications to MS SQL 2012; updating a specific application to be 508 compliant and improve accessibility;

New is a project that has a single phase. Examples: Rewrite a client server application into a web application; Replace an MS Access application with a client server application and SQL database; Create a new application to meet a new federal or state initiative.

Multi-phased is a new project with multiple phases or the subsequent phase of a project already implemented. Example: The project is intended in Phase 1 to implement the web application, Phase 2 will add epayment and a mobile application and Phase 3 will expand application to another program area.

External/Internal Urgency: Are there any funding/legislative deadlines that impact this request? Are there organizational/staffing changes impacting the request?

There are no funding/legislative deadlines that impact this request. There are no organizational/staffing changes impacting the request.

Funding Summary

Estimated total Project Costs: *[Provide a high level estimate or range]*

Under 50k _____ 50 to 100k _____ 100-500k _____ 500k to 2 million X_____
 2M to 5M _____ Over 5M _____ Unknown _____

Funding Source: *[Iowa Access, Pool, Federal Grant, etc.]*

The project funding source has not yet been identified.

Project Sustainability *[Describe the plan to support and maintain this project. What kind of on-going costs will there be during the lifetime of this asset?]*

The RFI will help to determine the support and maintenance necessary for this project. On-going costs include hosting, upgrades and modifications. When funding is identified for this project, it will include identification of funding amounts and sources for the on-going support, maintenance and other costs.

Risk Assessment

[Describe specific risks and how they will impact the project. How will these be mitigated?]

Risks of data instability if the project is not implemented have been identified, and will be addressed through the new integrated data systems for the Bureau of Family Health. The main potential risk of the

new system is a breach in the protection of Protected Health Information, including during transfer of data from old systems to the new one, compromised interoperability with other systems, and in reporting and data sharing. This risk will impact client trust and ability to provide services, and have legal ramifications. This risk will be mitigated through testing and training, as well as ensuring that the vendor contract includes addressing these and any other risks that are identified in the future.

Recommendations and Approvals

Recommendation of the State CIO to the DAS Director:

Authorize this IT procurement Yes X No ____

Alternatives suggested by the State CIO Yes ____ No X

Additional comments from the State CIO:

A review of existing similar systems by both DHS and DPH was requested. For that request, a meeting with IWD is being planned for DPH to look at IWD's case management system. The IT project request was subsequently approved by the CIO.

DAS Director's action:

Authorize this IT procurement Yes X No ____

DAS Director's signature and date:

The above IT procurement concept approved by Director Carroll on __4/23/13__

Comments: **None.**